



# INDUSTRY CIRCULAR

DEPARTMENT OF  
THE TREASURY

Bureau of Alcohol, Tobacco and Firearms

Washington, D.C. 20226

Number: 73-1

Date: January 23, 1973

## BOTTLE STRIP STAMPS

Proprietors of distilled spirits plants,  
importers and others concerned:

Purpose. This circular is to advise you that Form 428, Requisition For Bottle Strip Stamps, should be prepared and submitted at least three weeks in advance (except for stamps that will be picked up by you) of the date on which the stamps are needed for your operations.

Background. Since the new strip stamp procedures went into effect on December 1, 1972, delays in stamp deliveries have occurred and the delays are primarily due to (1) preparing and submitting requisitions without allowing sufficient lead time for processing the requisition and delivery of the stamps; (2) allowing stamp inventories to be reduced to critically low levels; and (3) anticipating delivery of the stamps in less time than actually required for delivery.

Suggested Procedure. In order to assure timely stamp deliveries, the following guides are suggested:

- (1) Prepare and submit Form 428, Requisition For Bottle Strip Stamps, at least three weeks in advance (exclusive of the time required by you for stamp processing or other disposition) of the date on which the stamps are needed by you for use or other disposition;
- (2) Maintain an inventory of stamps on hand sufficient to meet your needs for a 45-60 day period; and
- (3) Submit your requisitions on Forms 428 to the ATF officer assigned to your distilled spirits plant premises, or, if an ATF officer is not assigned or if you are an importer, to your Regional Director, Bureau of Alcohol, Tobacco and Firearms.

### States serviced by and addresses of Regional Directors.

#### States

Indiana, Kentucky,  
Michigan, Ohio  
West Virginia

#### Addresses

Regional Director  
Bureau of Alcohol, Tobacco  
and Firearms  
550 Main Street  
Cincinnati, Ohio 45202

States

Delaware, District of  
Columbia, Maryland,  
New Jersey,  
Pennsylvania, Virginia

Illinois, Iowa,  
Minnesota, Missouri,  
Nebraska, North  
Dakota, South Dakota,  
Wisconsin

Connecticut, Maine,  
Massachusetts,  
New Hampshire,  
New York, Rhode Island,  
Vermont, Puerto Rico,  
Virgin Islands

Alabama, Florida  
Georgia, Mississippi,  
North Carolina,  
South Carolina,  
Tennessee

Arkansas, Colorado,  
Kansas, Louisiana,  
New Mexico, Oklahoma,  
Texas, Wyoming

Alaska, Arizona,  
California, Hawaii,  
Idaho, Montana,  
Nevada, Oregon,  
Utah, Washington

Addresses

Regional Director  
Bureau of Alcohol, Tobacco  
and Firearms  
2 Penn Center Plaza  
Philadelphia, Pa. 19102

Regional Director  
Bureau of Alcohol, Tobacco  
and Firearms  
35 E. Wacker Drive  
Chicago, Illinois 60601

Regional Director  
Bureau of Alcohol, Tobacco  
and Firearms  
90 Church Street  
(Mail: P.O. Box 15,  
New York, New York 10008)

Regional Director  
Bureau of Alcohol, Tobacco  
and Firearms  
275 Peachtree Street, N.E.  
(Mail: P.O. Box 2009,  
Atlanta, Georgia 30301)

Regional Director  
Bureau of Alcohol, Tobacco  
and Firearms  
1114 Commerce Street  
Dallas, Texas 75202

Regional Director  
Bureau of Alcohol, Tobacco  
and Firearms  
870 Market Street  
San Francisco, California 94102

Inquiries. Inquiries concerning this circular should refer to its number and be addressed to your Regional Director, Bureau of Alcohol, Tobacco and Firearms.

*Rex D. Davis*

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Director